

**PLANNING COMMISSION
MEETING MINUTES
JANUARY 17, 2023
APPROVED: km d**



1. ROLL CALL

Chair Michael Finch called the meeting to order. Commissioners in attendance: Michael Zelinski, Carly McGinn, Demi Chatters, Kevin Ballard, Charles Adkins, and Alex Lark.

Commissioner Absent: Adam Yanasak

Planning Staff: Yorik Stevens-Wajda, Becky McCrary, Karen Stewart, and Kathy Davis

Public Works Staff: Heather Griffin and Dana Zlateff

2. APPROVAL OF MINUTES

Commissioner Zelinski asked for amendments to the minutes to include:

- Note Commissioner Lark attendance after roll call,
- The name of the person providing public comment was missing – Ms. Davis responded that the recording was inaudible when they stated their name,
- After Public Comments, a motion was made to close the public hearing – amend “open” to “close”
- Under the public participation plan in the at the end of the first paragraph, it says Mr Vasquez asked if the Commission new of additional tools. . .amend “new” to “knew”

Motion: Commissioner Lark made a motion to approve the December 6, 2022, meeting minutes as amended. Commissioner Zelinski seconded the motion.

Vote: Commissioner Lark, yes; Commissioner Adkins, yes; Commissioner Ballard, yes; Commissioner Chatters, yes; Commissioner Zelinski, yes; Commissioner McGinn, abstain; and Chair Finch; yes.

Motion Carried.

3A. REPORTS OF MEMBERS AND COMMITTEES

Commissioner Lark stated that in preparation for the Comprehensive Plan Update, he asked if staff could identify a parcel of land that was developed, changed, or modified since the last comprehensive plan updated process to review what market forces shaped and changed the course from what was designated for that site in the land use plan. As part of that conversation, he requested that the review of those sites include a financial lens.

Commissioner Chatters reported on the 2023 MLK Greater Everett Area March and Rally, as well as other celebrations the city of Everett and the Snohomish County Black Heritage Committee partnered on during the event.

Chair Finch was also interested in hearing more about properties being developed in ways that weren't previously contemplated. With regards to tax benefits, the City's Economic Development Director may have more information on the financial end of development. Chair Finch asked if staff could provide an update on the Sound Transit project.

3B. STAFF COMMENTS

Yorik Stevens-Wajda, Planning Director, presented some information on the Sound Transit Everett Link light rail extension. He asked Commissioner Lark if he had any parcels in mind to review. He added that the Alliance for Housing Affordability was coordinating some of that work and that they had offered to share with planning commissions around the county.

Mr. Stevens-Wajda presented information on Chair and Vice-Chair duties as outlined in the By-Laws; the status on the accessory dwelling unit code amendments; the State Department of Commerce short course on local planning; and the 2023 work program which included the Housing Action Plan Implementation grant; code amendments; and the comprehensive plan update. He asked commissioners if there were any questions.

Chair Finch asked when the next meeting was planned on the Everett Housing Authority project. Mr. Stevens-Wajda responded that he would get back to commissioners on that schedule (later in the meeting he reported that a planning commission briefing was scheduled in April). Chair Finch asked for an update on the riverfront development. Mr. Stevens-Wajda responded that there weren't any specific proposals for changes to the development; however, they were working on securing anchor tenants and other commercial tenants, buildings A & B were about done, and buildings C & D are in for permit review.

3C. OPEN PUBLIC COMMENTS

None

4.A. ELECTION OF OFFICERS FOR 2023

Motion: Commissioner Adkins made a motion to nominate Commissioner Chatters for Chair. Commissioner Lark seconded the motion.

Vote: Commissioner Lark, yes; Commissioner Adkins, yes; Commissioner Ballard, yes; Commissioner Chatters, yes; Commissioner McGinn, yes; Commissioner Zelinski, yes; and Chair Finch; yes.

Motion Carried.

Commissioner Chatters would like to nominate Commissioner Adkins for Vice-Chair but needed an amendment to the By-Laws before proceeding.

Motion: Commissioner Chatters made a motion to amend the By-Laws in Article 2 Section 4 to read:

Article 2, Section 4: The Vice-Chairperson shall act for the Chairperson in the absence of the Chairperson. The Vice-Chairperson shall be an appointed **or alternate** member of the Commission **and that the voting is in accordance with Article 4, Section 2 which describes the voting rights of alternate members.**

Vote: Commissioner Ballard, yes; Commissioner Chatters, yes; Commissioner McGinn, yes; Commissioner Zelinski, yes; and Chair Finch; yes.

Motion Carried.

Before Commissioner Zelinski's vote, he commented that if there were any future proposed changes to the By-Laws, that Commissioners request the revision to be considered at a later meeting. Chair Finch and Commissioner McGinn concurred with Commissioner Zelinski.

Motion: Commissioner Chatters made a motion to elect Commissioner Adkins for Vice-Chair. Commissioner Lark seconded the motion.

Vote: Commissioner Lark, yes; Commissioner Adkins, yes; Commissioner Ballard, yes; Commissioner Chatters, yes; Commissioner McGinn, yes; Commissioner Zelinski, yes; and Chair Finch, yes.

Motion Carried.

4B. PROPOSED SHORELINE MASTER PROGRAM AMENDMENT – SILVER LAKE

Karen Stewart, Environmental Planner, presented an overview on the City's Shoreline Master Program and introduced Heather Griffin, Surfacewater Division Manager and Dana Zlateff, Surfacewater Compliance Specialist.

Ms. Zlateff presented information on their request for a proposed limited amendment to the City's Shoreline Master Program for Silver Lake. The current narrative in the current City's Shoreline Master Plan (SMP) provided a detailed description of Silver Lake; however, the description was outdated and conflicted with the City's currently updated stormwater code and standards. The Silver Lake narrative was based on future predictions in a 1998 UW Study; however, the data collected over the years suggested that Silver Lake's water quality had not declined since the UW study was published. The City's code provides a higher level of effectiveness than the recommendations in the UW study. The City's measures include permit compliance, Stormwater Management Manual implementation, voluntary monitoring, educational materials, feeding resident geese and ducks prohibition, critical areas regulations that protect catchment area wetlands, and removal of milfoil with proper disposal.

Commission Discussion

Commissioner Lark asked about the purpose of the narrative. Ms. Stewart responded that the narrative didn't change the environmental or use designations under shoreline jurisdiction. She added that the change was substantive but not foundational policy changing. The narrative provided a characterization of the water body as required by the Shoreline Master Program. The 1998 UW Study made some future projections on poorer water quality due to development around the lake; however, due to the City's best management practices in and around the Lake, that hadn't come to pass. The purpose of the amendment was to make sure that the SMP provided the most up-to-date information. Commissioner Zelinski stated that a lot of the policies and practices that impact Silver Lake were not found in the SMP, but in the stormwater management regulations that were updated on a more regular and frequent basis.

Chair Finch asked about the term "voluntary monitoring." Ms. Zlateff responded that the city had determined that the monitoring was valuable and would be continued. The term "voluntary" was used because the monitoring wasn't mandated by the state. Chair Finch commented that the monitoring process had been ongoing for the past 30-years and was now galvanized as part of the City's process. Ms. Zlateff responded yes. Ms. Stewart added that Snohomish County had a program called Lake Wise that was overseen by county staff who teach interested citizens and property owners to become stewards of shoreline areas.

Commissioner Chatters asked if the policies that drive what was done were captured in the municipal code. Ms. Stewart responded that the policies that address shoreline jurisdiction were found in the Shoreline Master Plan, which was a separate document from the municipal code.

Public Comments

Mr. Stevens-Wajda read Ismail Mohammed's comments into the record.

"I appreciate the extensive discussion of the Planning Commission for the changes for the ADU ordinance. I would like to draw the attention of the Planning Director and Commission that the motion to exclude UR4, LI1 & LI2 for ADU permitted zones was not discussed or offered for any public comments. I want to bring it to the attention that this change is astronomical for myself and many other property owners in these zones. I request that more research and discussion need to happen and therefore this change needs to be remanded back to the Planning Commission before sending it to the Council. Please also see my earlier comments on this matter."

Commission Comments

Commissioner Lark referred to his earlier request and asked for a financial lens case study on under-developed parcels in preparation for comprehensive plan discussions. Ms. McCrary responded that a market study was done during the housing development incentives planning. That study talks about what's happening in Everett and provides information on the financial feasibility and why the city wasn't getting the anticipated heights allowed by the land use designations.

Chair Finch suggested that staff provide the market study for Commission review in advance of an upcoming meeting.

Commissioner Chatters asked that the Planning Commission By-Laws be updated with gender-neutral language and would like to include that discussion in an upcoming meeting.

Staff Comments

Mr. Stevens-Wajda provided information on Sound Transit public scoping meeting dates, and the status and community meeting date on the Everett Housing Authority's Park District proposal.

ADJOURNED 7:42 PM



Planning Commission Secretary

3/17/23
Date



Administrative Coordinator

Feb 21, 2023
Date